

DEPARTMENT OF THE ARMY
Vacancy Announcement Number: NENAFI0508OC

Opening Date: April 21, 2005

Closing Date: December 31, 2005

Position: Waiter/Waitress, NA-7420-3
Salary: \$9.74 - \$9.74 Hourly
Place of Work: Tobyhanna Army Depot, Pennsylvania/The Landing
Position Status: This announcement may be used to fill permanent full-time, part-time or intermittent positions. Indicate on your resume your availability for any of these appointments.
Number of Vacancy: MULTI
Duties: Sets tables, arranges place settings and table decorations. Receives guests, makes suggestions and answers questions about food, wines and other items available. Takes orders. Places order with and receives food and beverages from kitchen and bar when required. Maintains sales record. Collects cash or payment by credit card. Clears and cleans tables and other customer service areas. May provide work direction to other dining room staff as necessary.

Who May Apply: (Click on Who May Apply)

Veterans Recruitment Appointment (VRA).
Veterans eligible under Veterans Employment Opportunities Act of 1998. (VEOA)
Current and former NAF Employees.
All U. S. citizens and Nationals with allegiance to the United States.
Persons with Military Spouse Preference who are in the commuting area of the place of work.
Reinstatement eligibles.

Qualifications: Click on link below to view qualification standard.

Trades and Labor

Candidates must: 1. Where duties involve selling alcoholic beverages applicant must meet state/local age requirements for the serving of alcoholic beverage at the time of appointment. 2. Possess basic math skills necessary to compute patron bills and make change. 3. Be able to communicate effectively in English. 4. Have work experience performing the duties identified.

Work requires standing, stooping, bending, climbing, crawling, and kneeling for extended periods in uncomfortable positions. Worker may lift and move materials weighing up to 40 pounds and, occasionally heavier items with assistance.

The experience described in your resume will be evaluated as related to the qualifications, knowledge, skills and abilities required for this job.

Other Information:(Click on Other Information)

May require shift work and/or work on rotating shifts to provide coverage on evenings, weekends, holidays and in other situations.

The Department of Defense (DoD) policy on employment of annuitants issued March 18, 2004 will be used in determining eligibility of annuitants. The DoD policy is available on http://www.cpms.osd.mil/fas/staffing/pdf/rem_ann.pdf

To successfully claim veteran's preference, your resume/supplemental data must clearly show your entitlement. Please review the information listed under the Other Requirements link on this announcement or review our on-line Job Application Kit.

Multiple positions will be filled from this announcement.

Other Requirements:(Click on Other Requirements)

A medical examination may be required.

Immunization screening may be required.

Subject to satisfactory completion of all pre-employment checks in accordance with Army Regulation (AR) 215-3.

The Department of the Army NAF provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the servicing NAF civilian personnel unit. Requests for reasonable accommodation are made on a case-by-case basis.

You will be required to show Social Security card upon appointment to a NAF position.

You will be required to provide proof of U.S. Citizenship.

Documentation to support Military Spouse Preference needs to be submitted at time of application.

You must include the announcement number on your application.

You may claim Military Spouse Preference.

Applicants claiming veteran's preference must clearly show an entitlement to such preference on the resume/supplemental data submitted.

One year trial/probationary period may be required.

Male applicants born after December 31, 1959 must complete a Pre-Employment Certification Statement for Selective Service Registration.

Direct Deposit of Pay is Required.

How to Apply: (Click on How to Apply)

Resumes may be submitted at any time. Referral lists will be issued as job opportunities occur.

Announcements close at 12:00am (midnight) Eastern Time.

You may send your resume via surface mail to: North East Civilian Personnel Advisory Center, Donna Rymond, 11 Hap Arnold Boulevard, Tobyhanna Army Depot, Pennsylvania 18466

You may fax your resume to: 570-895-6604

You may email your resume to Point of Contact. You must include Job Announcement Number on the subject line.

Point of Contact: Civilian Personnel Advisory Center (NAF), 570-895-7293, donna.rymond@us.army.mil

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